

## James Johnson

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**From:** Cooley, Katherine [kcooley@citrusheights.net]  
**Sent:** Monday, December 20, 2010 2:56 PM  
**To:** James Johnson  
**Cc:** Bermudez, Alison  
**Subject:** Housing Element Progress Report  
**Attachments:** image001.gif; 2009 forms\_draft submitted to HCD\_12.20.10.pdf; Housing Element Rpt\_12.20.10.pdf

Hello Mr. Johnson,

Attached is the City of Citrus Heights' annual progress report for its Housing Element. As per our conversation, this is a draft, which will be scheduled for approval by the City Council in the new year. Thank you so much for informing us of the coming deadline for eligibility for the parks grant. We appreciate it very much. I will be forwarding you a final, Council approved document shortly.

Feel free to contact me with any questions.

Thank you,



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(CCR Title 25 §6202 )

Jurisdiction	City of Citrus Heights
Reporting Period	Jan-09 - Dec-09

## Table A

## Annual Building Activity Report Summary - New Construction Very Low-, Low-, and Mixed-Income Multifamily Projects

[illegible]

\* Note: These fields are voluntary

**ANNUAL ELEMENT PROGRESS REPORT**  
***Housing Element Implementation***  
(CCR Title 25 §6202 )

Jurisdiction City of Citrus Heights  
Reporting Period Jan-09 - Dec-09

**Table A2**  
**Annual Building Activity Report Summary - Units Rehabilitated, Preserved and Acquired pursuant to GC Section 65583.1(c)(1)**

Please note: Units may only be credited to the table below when a jurisdiction has included a program it its housing element to rehabilitate, preserve or acquire units to accommodate a portion of its RHNA which meet the specific criteria as outlined in GC Section 65583.1(c)(1)

Activity Type	Affordability by Household Incomes				(4) The Description should adequately document how each unit complies with subsection (c)(7) of Government Code Section 65583.1
	Extremely Low-Income*	Very Low-Income	Low-Income	TOTAL UNITS	
(1) Rehabilitation Activity				0	NONE
(2) Preservation of Units At-Risk				0	
(3) Acquisition of Units				0	
(5) Total Units by Income	0	0	0	0	

\* Note: This field is voluntary

**Table A3**  
**Annual building Activity Report Summary for Above Moderate-Income Units (not including those units reported on Table A)**

	1. Single Family	2. 2 - 4 Units	3. 5+ Units	4. Second Unit	5. Mobile Homes	6. Total	7. Number of Infill units*
No. of Units Permitted for Moderate						0	
No. of Units Permitted for Above Moderate	8	10		2	1	21	

\* Note: This field is voluntary

# ANNUAL ELEMENT PROGRESS REPORT

## Housing Element Implementation

(CCR Title 25 §6202 )

Jurisdiction City of Citrus Heights  
Reporting Period Jan-09 - Dec-09

Table B

### Regional Housing Needs Allocation Progress

#### Permitted Units Issued by Affordability

Enter Calendar Year starting with the first year of the RHNA allocation period. See Example.		2006	2007	2008	2009									Total Units to Date (all years)	Total Remaining RHNA by Income Level
Income Level	RHNA Allocation by Income Level	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9					
Very Low	Deed														78
	Restricted Non-deed														
	restricted														
Low	Deed														20
	Restricted Non-deed														
	restricted														
Moderate	Deed														10
	Restricted Non-deed														
	restricted														
Above Moderate		154	45	51	30	21								147	7
Total RHNA by COG.		262													
Enter allocation number:															
Total Units		45	51	30	21									147	115
Remaining Need for RHNA Period															

Note: units serving extremely low-income households are included in the very low-income permitted units totals.

(CCR Title 25 §6202 )

City of Citrus Heights

Jan-09 - Dec-09

Table C

### Program Implementation Status

[illegible]

**ANNUAL ELEMENT PROGRESS REPORT**  
***Housing Element Implementation***  
(CCR Title 25 §6202 )

Jurisdiction	City of Citrus Heights	
Reporting Period	Jan-09 -	Dec-09

General Comments:

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**Table C**  
**City of Citrus Heights**  
**January 2009 - December 2009**

Housing Programs Progress Report - Government Code Section 65583.		
Program Description (By Housing Element Program Name)		
Name of Program	Objective	Deadline in H.E.
24.1	A. Use City Housing funds to leverage private funds to create homeownership opportunities.	Ongoing
	B. Continue to participate in programs that encourage people to own homes close to their workplaces.	Ongoing
	C. Develop and distribute the housing resource materials to potential homebuyers.	Ongoing
	D. Use available state and federal funds for the city-wide first time home buyer assistance program.	Ongoing
	E. Create and participate in partnerships that encourage home ownership.	Ongoing
	F. Explore and pursue innovative ways of creating opportunities for increased home ownership.	Ongoing
	G. Assist homeowners facing possible foreclosure with technical assistance and support to prevent foreclosure.	Ongoing
24.2	A. Develop a program to allow and encourage conversion of small rental properties to owner occupancy.	In Progress, Sep, 2003
	B. Investigate ways to provide ownership of mobile home parks by their residents.	Ongoing
		<p>The City has hosted multiple foreclosure workshops for its residents. The City also has a "foreclosure resources" Web page that features links to helpful information and HUD-approved foreclosure counselors. The City also contracts with NeighborWorks Homeownership Center to provide residents with free foreclosure counseling.</p> <p>This is one of the goals of the Sayonara Drive Redevelopment Project. 15 fourplexes have been purchased and demolished by the City. The vacant sites will be redeveloped shortly.</p> <p>This was examined by no action was taken.</p>

25.1	<p>A. Continue to support development of secondary dwelling units, cluster housing, work/live units, co-op housing, transitional housing, supportive housing, and other innovative housing types as allowed by the zoning ordinance. Develop a brochure and meet with developers, including nonprofits to discuss the City's zoning and other resources as part of Program 28.7 – C. The City will continue processing the update of its Zoning Code to clarify that Transitional and Supportive Housing are considered residential uses and treated as such. In addition the City will amend both the Zoning Code and the Boulevard Plan to ensure Emergency Shelters have adequate sites available for future development.</p>	Dec, 2003	Completed with the Zoning Code update in 2006.
25.2	<p>A. Develop an inventory of land suitable within the City for the development of housing for all segments of the community.</p> <p>B. Prepare an Annual General Plan Progress Report to analyze the City's progress to meet the fair share allocation based on the RHNP.</p> <p>C. Continue to establish a housing monitoring program that includes annual review of the following:</p> <ul style="list-style-type: none"> <li>• Inventory of land suitable within the City for the development of housing for all segments of the community.</li> <li>• Proposed and approved residential projects and building permits issued</li> <li>• Home and apartment vacancies</li> <li>• Rental and home sales survey and Multiple Listing Service summary</li> <li>• Infrastructure and public services capacity.</li> </ul>	<p>Jun, 2003</p> <p>Ongoing</p> <p>Ongoing</p>	<p>Staff applies analysis to each application.</p> <p>Ongoing</p> <p>Ongoing</p>



25.3	A. Continue to implement mixed use development along the City's major corridors. Develop a brochure and meet with developers, including nonprofits and community stakeholders to discuss opportunities under the City's zoning and other resources as part of Program 28.7 – C.	In process	Auburn Specific Plan and the revised Zoning Code encourage this type of development.
25.4	A. Support a variety of housing opportunities on vacant or underutilized lands	Ongoing	Regularly meet with for-profit and non-profit housing agencies; somewhat hindered by decreasing supply of vacant land.
25.5	A. Promote fair distribution of special needs facilities throughout the City to avoid over-concentration in any particular neighborhood, including assisted housing, below market rate projects, and senior housing.	In process	Completed with the 2006 Zoning Code update with the addition of an "Accommodations" section.
26.1	A. Promote the use of administrative remedies to remediate substandard rental units.	Ongoing	The City has over 120 administrative cases filed annually on deteriorated rental units per year.
	B. Remove unsafe or dilapidated housing through the Neighborhood Enhancement Program, secure vacant nuisance residential structures and require resolution through the Neighborhood Enhancement Program.	Ongoing	In FY 09/10, the City pursued over 2,100 code compliance cases on residential and commercial properties.
	C. Offer incentives and financing assistance for affordable housing and housing rehabilitation.	Ongoing	In 2009, the City provided 7 loans and grants through its ongoing Housing Rehabilitation Program.

<p>D. The City will work with financial institutions, nonprofit organizations and government agencies to promote housing rehabilitation. The City will establish a Housing Rehabilitation Roundtable to bring financial institutions, non-profits and developers to the table on an annual basis to keep these groups informed and updated on changes to City funds and needs. The City will work with private banks and other lending institutions to create affordable housing opportunities for multi - family properties undergoing foreclosure. By using the leverage of the Community Reinvestment Act and other resources the City hopes to create a number of rent restricted rentals in the Sayonara area. The City also will work with a non profit organization, Mercy Housing to manage the City's Housing Rehabilitation Program which spends an average of \$500,000 per year in low interest deferred loans. The City will partner with organizations such as the local housing authority (Sacramento Housing and Redevelopment Agency) to modernize public housing as needed.</p>	<p>Ongoing</p>	<p>The City is currently rehabilitating SHRA public housing with its Housing Trust Fund Grant. The City annually provides low- or no-interest loans and grants through its ongoing Housing Rehabilitation Program. The City has a commendable record in accomplishing its rehabilitation goals.</p>
<p>E. Support the efforts of all local service organizations, schools, and other community groups to provide housing repair assistance, including "Rebuilding Together " program.</p>		
<p>F. Continue and expand the City's Owner Occupied Rehabilitation Program where feasible.</p>		
<p>G. Examine the feasibility of creating a Resale Inspection Program.</p>		
<p>H. Fund the Senior Housing Emergency Repair Program, or develop a local "handyman" program for seniors.</p>		
<p>I. Use redevelopment funds to assist in funding and rehabilitating housing.</p>	<p>Ongoing</p>	<p>RDA funds have been used in the ongoing Housing Rehabilitation Program and are currently being directed at the Sayonara Redevelopment Project.</p>

26.2	J. Pursue a variety of funding sources such as the Housing Stock Fee and the Abandoned Vehicle Abatement Program to fund and strengthen the code enforcement activities.	Ongoing	The City expanded its code enforcement activities in 2006 with the addition of a new officer.
	K. Use a system of cumulative and substantial fines to gain compliance from the owners of nuisance properties.	Ongoing	Ongoing
	L. Work with community based organization to crate self-help housing in the City.	Ongoing	The City is currently working with Sacramento Self Help Housing and Kids First to provide housing crisis services in the City.
	M. Seek new ownership opportunities to redevelop existing problematic housing developments.	Ongoing	
	N. Encourage the use of Green Building practices for the revitalization or redevelopment of the existing housing stock.	Ongoing	The ongoing Housing Rehabilitation Program incorporates Green Buildings practices such as installing energy star appliances when needed and installing dual pane windows.
	O. Seek Grants and other funding mechanisms to assist in redevelopment of the existing housing stock.	Ongoing	Ongoing
	A. Promote the development of mixed-use housing including clustered, live-work and above-retail uses in appropriate zones.	Ongoing	Completed with the Zoning Code update in 2006 as well as the Auburn Boulevard Specific Plan.
	B. Continue streamlining the review process to minimize any constraints on or disincentives to housing development.		Ongoing
	C. Promote quality design by offering flexible housing development standards.	Ongoing	Ongoing
	D. Use Redevelopment Funds to assist in developing a variety of housing types for all income levels, including extremely low income.	Ongoing	City currently funds this through the Housing Trust Fund program and Redevelopment funds. The City hopes to contribute to this goal through the Sayonara Redevelopment Project.

	<p>E. The City will encourage and offer incentives to developments that include Green practices including LEED certification and/or Photovoltaic Systems. The City will team with SMUD and offer streamlined processing for Solar Energy Projects and will consider waiving the building permit fee for these permits. The City will continue to research Green Building and incentives that have worked for other Cities. The City will consider fee deferrals/waivers, fast tract processing, as immediate options to implementation.</p>	Ongoing	City currently provides fee waivers for the installation of solar units on residential homes.
	<p>F. The City will encourage and offer incentives to developments that promote universal housing.</p>	Jul-09	Ongoing.
26.3	<p>A. The City will investigate the feasibility of establishing a rental inspection program. The City will consider incorporating the concept of a resale inspection program. The City will consider incorporating the concept of a resale inspection program as a priority as a part of the Climate Action plan, addressing energy efficiency into older homes.</p>	June, 2010	Not actively pursuing at this time.
	<p>B. Work with the local housing authority (Sacramento) to enhance the quality and appearance of public housing in the City.</p>	Ongoing	City currently has a \$3 million dollar public housing project underway.
26.4	<p>A. Implement the Design Guidelines within the Zoning Ordinance.</p>	Ongoing	Completed in 2006.
26.5	<p>A. Continue to pursue the use of local, state, and federal funds to make physical improvements to existing mobile home parks.</p>	Annually	Attempts have made without success; a partnership with local residents hasn't been achieved. However, the City does assist individual mobilehome owners with needed health and safety repairs through the Housing Rehabilitation Program.
	<p>B. Continue to offer Community Development Block Grant (CDBG) funds to rehabilitate mobile and manufactured homes.</p>	Ongoing	In place.
	<p>C. Continue to fund the emergency repair program for lower income owners of mobile and manufactured homes.</p>	Ongoing	In place.

	<p>D. The City will investigate the feasibility of converting mobile home parks into resident owned or similar ownership. The City will conduct annual assessment with Mobile Home Park owners and resident to evaluate the potential for partnerships to achieve resident ownership in mobile home parks.</p> <p>E. Redevelop/Rehabilitate existing deteriorated mobile home parks or manufactured homes.</p>	Annually	Attempts have made without success; a partnership with local resident hasn't been achieved.
27.1	<p>A. Annually review the status of housing projects whose government restrictions are expiring or near expiration to determine the need for intervention.</p> <p>B. Work with the federal Housing and Urban Development Department (HUD), Sacramento Housing and Redevelopment Agency (SHRA), and other agencies to determine the City's options in preserving at risk units.</p> <p>C. Work with nonprofit housing organizations, SHRA, and other agencies to help purchase complexes where the owner wishes to convert to market rate.</p> <p>D. If preservation of "at-risk" development cannot be accomplished, work with the owners to ensure proper federal notification and moving assistance is provided.</p> <p>E. Use CDBG, Redevelopment funds and other available resources to subsidize identified "at-risk" units, rehabilitate substandard units, and/or fund self-help projects, to retain their availability as low-income housing.</p> <p>F. Continue to implement strategies to redevelop Sayonara Drive (Sunrise to Lialana)</p>	Annually	The City has historically worked to save units from converting. Actively work with owners on an ongoing basis.
		Ongoing	Ongoing
		Ongoing	Ongoing
		Ongoing	Ongoing
		Ongoing	Ongoing
		Ongoing	Ongoing
28.1	<p>A. Enforce Code requirements to ensure that housing is accessible to the disabled.</p> <p>B. The City will consider development of Universal/Adaptable Design Guideline for disabled and aging populations.</p>	Ongoing	Ongoing

28.2	A. Continue to work with other jurisdictions to assess the need for transitional housing and develop plans to address this problem. Develop a plan by June 2010.	Ongoing	Ongoing
	B. Continue to work with the Sacramento County Department of Housing Assistance to provide emergency shelters and other support services.	Ongoing	Ongoing
	C. Provide CDBG funds and other resources as available to help finance the City's fair share of homeless services.	Ongoing	Ongoing
	A. Support SHRA efforts to provide housing assistance within the community.	Ongoing	Ongoing
28.3	B. Enforce Federal and State anti-discrimination laws.	Ongoing	Ongoing
	C. Continue to fund and support the Human Rights and Fair Housing Commission.	Annually	Ongoing
	A. Conduct annual review as part of the submittal of the Annual Report to HCD as required by law.	Annually	Ongoing
28.4			

	<p>B. Continue to seek grant funding to implement housing programs. The City will aggressively monitor the availability of new housing resources and program funds. In recent years the City has been successful in obtaining a \$1 million grant from the State Housing Trust Fund. The City has also received over \$1 million in State grants (Cal HOME and HOME Consortium funding) to provide down – payment assistance to first time homebuyers. The City has also been the recipient of special funding to assist in the redevelopment of Sayonara Drive which is the City's most hard – pressed low income area. The City will pursue housing resources consistent with the priorities outlined in the City's Housing Element and Consolidated Plan, including pursuing funds for the City's Housing Trust Fund, First Time Homebuyer Program, the Sayonara neighborhood and other pockets of low income and the City's ten mobile home communities. The City will continue housing rehabilitation as a priority need and the City will direct internal resources (Housing Trust funds and Redevelopment Set Aside funds) as well as State and Federal funding resources in addressing these needs.</p>	Annually	The City has successfully implemented these efforts.
	C. Ensure existing affordable housing developments are meeting their rent and income restrictions.	Annually	In place
28.5	A. Review the City's available land inventory annually to ensure that sufficient land is designated for an appropriate range of housing types.	Annually	The City's available land inventory was completed in 2008.

28.6	<p>A. Continue to fund the Human Rights and Fair Housing Agency to support of its efforts to prevent housing discrimination. The City will actively promote the Human Rights and Fair Housing Agency to any resident with a question related to Fair Housing. In addition the City will distribute information through the City's website, make information available at City Hall, information at the Library, and provide direct mailings upon request. Most importantly the City will provide information to Neighborhood Associations regarding the agency and distribute pamphlets to residents that participate in these meetings or residents they see that are in need. In addition, the City will provide office space for the Human Rights and Fair Housing representative, including a direct phone line to provide easy access to these services</p>	Annually	In place.
28.7	<p>A. Continue to staff the Interdepartmental Development Review Committee to ensure timely processing of development applications.</p> <p>B. Continue to make development decisions at the lowest level possible (e.g. staff approvals) in order to expedite development decision making.</p> <p>C. Continue to use density bonuses, City Redevelopment funds, federal funds and other available resources to promote housing opportunities, especially for low-income persons (including Extremely Low Income) and those with special needs. Meet with developers, including nonprofits and service providers and community stakeholders every two years to promote the City's resources, including available sites, zoning, various incentives and opportunities and financial and other available resources to develop action plans for developing 100 units in the planning period.</p>	<p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p>	<p>Project Review Team meets 2 times per month to review development projects. This past year SMUD has joined the team.</p> <p>The Zoning Code update in 2006 included the addition of a Minor Use Permit that can be approved by staff as well as a revised Land Use Table that increased the number of land uses that could be approved by staff.</p> <p>Ongoing</p>



	D. Examine all City development fees to ensure they are fair, necessary and not an undue impediment to housing production. Consult with outside agencies such as the Human Rights and Fair Housing Agency, housing advocates, building trade organizations, Chamber of Commerce, and other private interests in making this assessment.	Ongoing	Fees adopted in 2006.
	E. Establish Council policy on fee waivers and deferrals for future development.	Jul-09	The City Council has used, and continues to use this authority.
	F. Partner with outside agencies including the Sacramento Metropolitan Fire District, San Juan Unified School District, Sunrise Recreation and Park District, and Sacramento Regional Sanitation District to provide input in evaluating how these agencies' fees impact housing production.	Ongoing	Ongoing.
	G. Research the access to services, facilities, and transportation for special needs populations, including the adequacy of major streets and sidewalks	Ongoing	Ongoing.
	A. Use City Redevelopment "Set Aside" funds and Low Income Housing funds for low and moderate-income housing projects.	Ongoing	Ongoing.
	B. Update the five-year plan to identify specific projects and priorities for City Redevelopment "Set Aside" funds and Low Income Housing Funds	Jul-08	Ongoing.

28.8